

Village of Fall Creek
Minutes of Regular Village Board Meeting
January 14, 2019

1. **Call to Order:** 6:30 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Village President Chester Goodman, Trustees Joyce Aldrich, Tina Jacobson, Bob Jenkins, Matt Mattoon, Karen Strasburg, Dane Zook. Members Absent: None. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Library Director Laura Tomcik, Clerk-Treasurer Renee Roemhild. Also Present: 2 citizens. Arriving later via telephone: Village Engineer Mike Davy.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted in the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Mattoon/Aldrich) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Mattoon/Aldrich) to approve the 12/10/18 Regular Board and 12/19/18 Plan Commission meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** None.
8. **Correspondence:** Letters were read from:
 - City of Eau Claire Fire & Rescue thanking the Village for partnering with them for ambulance service.
 - Fall Creek Area Foundation awarding the Village \$700 for publication of the quarterly village newsletter.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Zook) to approve the 12/31/18 Before Audit Budget Comparison Report and the Clerk-Treasurer's monthly report. PASSED, roll call vote: Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
10. **Consider Bills:**
 - MOTION (Mattoon/Strasburg) to accept the Check Register Report for payment of bills #24592-24653, CC18088-18097, V180449-180476, V19001-19014. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Library Director Laura Tomcik, Updates from 2018:** Library Director Laura Tomcik updated the Board on library programs and participation for 2018.
 - B. **Consider Concurrent & Contingent Upon Each Other Requests of Kelley Gustaveson related to 628 S State St: Petition to Rezone and Sketch Plan for Subdivision of Land:** President Chester Goodman reported on the Plan Commission meeting.
 - MOTION (Mattoon/Jenkins) approving the concurrent motions as recommended by the Plan Commission to rezone proposed Lots 6 & 7 from R-2 Two Family Residential District to R-1 Single Family Residential District and to approve the sketch plan for subdivision of land which would create Lot 5 at 154.54' wide (remaining at R2 zoning), Lot 6 at 102' wide, and lot 7 at 102.1' wide. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jacobson-yes.
 - C. **Village Engineer Mike Davy:** Joined the meeting via telephone.

- a. **Consider Amendment to Village’s Wellhead Protection Ordinances, Possible First Reading:** Engineer Mike Davy provided background of the Village’s Wellhead Protection Plan and the amendments needed due to Well #3 & #4 coming online soon. He described the areas surrounding each of our wells that are Zone A (most restrictive) and Zone B (certain limitations).

- MOTION (Strasburg/Mattoon) to hold the first reading to repeal & recreate part of Chapter 268 Zoning, Article VII, specifically §268-79 through 268-91 Wellhead Protection. PASSED, without negative vote.

- b. **Consider McKinley Avenue Project, Including but Not Limited To:** Engineer Davy gave a general overview of the project stating the purpose is to replace aging infrastructure including undersized and deteriorating water and sewer mains, as well as storm sewer, sidewalk, and street which is also in very poor condition. Included in the Rural Development application for funding are two smaller projects – painting of the water tower and replacement of the aging Klingbeil sewer lift station.

1. **Width of Street:** The street width from Liberty St. to State St. is currently wider than a normal residential street because it was used for unloading merchandise for the adjacent stores. The property has not been used in that manner for quite some time. Engineer Davy questioned if the Board wished to narrow the street at this time.

- MOTION (Zook/Mattoon) to proceed with narrowing the west end of McKinley Avenue to make it more compatible with other residential streets. PASSED, with Trustee Strasburg voting nay.

2. **Update on RD Funding Application/Timeline:** Engineer Davy updated the Board on the status of the RD application, stating that March or April would be the best time to bid in order to get the best prices.

3. **Request Approval to Obtain Interim Financing:** One of the requirements of the Rural Development application process is that the Village obtain interim financing until the loan is closed with them.

- MOTION (Mattoon/Aldrich) approving interim financing in the form of line of credit loans be established with Unity Bank, as needed for the RD funding projects. PASSED, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jacobson-yes, Jenkins-no.

4. **Request for Approval To Do Design Engineering:**

- MOTION (Strasburg/Mattoon) approving the design engineering budget in the amount of \$61,780. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes.

- D. **Consider Request for Ordinance re: Removal of Garbage Cans:** Trustee Joyce Aldrich reported she had a resident complain to her regarding some residents leaving garbage cans out for a long time after pickup. The matter was referred to the Public Works Committee.

12. Police Department

- A. **Monthly Report:** Police Chief Chad Dachel presented the monthly report of cases/calls for service as well as reviewing the total cases for the year ended 12/31/2018.

- B. **Consider 2nd Reading & Possible Adoption of Ordinance §1-19. A General Penalty:**

- MOTION (Jenkins/Mattoon) to hold the second reading and adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. Basically the ordinance establishes a monetary range of forfeitures for violations of the Code. PASSED, roll call vote: Zook-yes, Aldrich-yes, Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes.

- C. **Consider 2nd Reading & Possible Adoption of Ordinance §199-15.1 to 199-15.3 Trespassing:**

- MOTION (Jenkins/Mattoon) to hold the second reading and adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. Basically the ordinance addresses trespassing. PASSED, roll call vote: Aldrich-yes, Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes.

D. Consider Bartender Operator License Applications:

- MOTION (Jenkins/Aldrich) granting a bartender operator license to Brookelynn Barnett, Julie Herrick, and William Salinas for the remainder of the 2018/2019 license year. PASSED, with Trustee Jacobson abstaining.

The Board recessed at 7:50 p.m. and reconvened at 7:55 p.m.

13. Public Works Department

A. Monthly Report: Public Works Director Bryan Kaatz gave his monthly report on various matters concerning the public works and utility departments.

B. Consider Well #3 & #4 Project, Including Certificate of Substantial Completion for Turbine Pumps:

- MOTION (Jenkins/Mattoon) accepting the certificate of substantial completion for CTW Corporation. PASSED, without negative vote.

14. Committee Related

A. Community & Economic Development

a. Discuss Expanding Route for Mailing Newsletter: Committee Chairperson Dane Zook requested the Board consider mailing the newsletter to the surrounding community rather than just within the Village limits. No action taken.

B. Finance & Personnel

a. Consider Agreement for Audit Services for Year-Ended 12/31/18: Clerk-Treasurer Renee Roemhild reported on proposals for audit services.

- MOTION (Jenkins/Strasburg) to contract with Clifton, Larson, Allen LLP for one year at a cost not to exceed \$14,750. PASSED, roll call vote: Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.

b. Set Dates for 2019 Open Book & Board of Review:

- MOTION(Jenkins/Mattoon) setting the dates for the Open Book as Thursday, April 18th from 2:30 – 4:30 p.m. and Board of Review as Wednesday, May 8th from 5 – 7 p.m. PASSED, without negative vote.

C. Parks & Recreation: No report.

D. Public Property & Health: No report.

E. Public Safety: No report.

F. Public Works & Streets/Sidewalks: No report.

15. General Business

A. Consider Appointments: Plan Commission Replacement: Tabled.

B. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(e) Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session, Namely, Discussion re: Negotiations with Possible Developer. At the End of the Closed Session, the Board Will be Going into Open Session to Conduct Further Business.:

- MOTION (Mattoon/Jacobson) to move into closed session at 8:20 p.m. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.

C. Move to Return to Open Session and Action, if Any, on Matters Discussed in Closed Session:

- MOTION (Jenkins/Mattoon) to return to open session. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jacobson-yes. No action to report in open session.

16. Adjourn:

- MOTION (Jacobson/Jenkins) @ 8:25 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer